



**CGC
LANDRAN**

Building Careers. Transforming Lives.

Research & Development
Policy-2026
RISE, Chandigarh Group of Colleges
CGC, LANDRAN
Version 8.0

Approved Vide Agenda
Items of Stakeholders
Meeting Date: 27.08.2026



Version	8.0 This version presents the R&D Policy in a much readable format and presents the Research Incentives to be given to the faculty and students.
Pages	10
Previous Version	7.0

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RESEARCH & DEVELOPMENT POLICY

1. PURPOSE

This document outlines the activities related to research; with an aim to inculcate research and innovation driven ecosystem amongst faculty, students, and staff.

2. OBJECTIVES

To ensure smooth and effective functioning of **RISE (Research, Innovation, Sponsored Projects & Entrepreneurship)** activities and to encourage interdisciplinary research, identify and develop opportunities for faculty, students and staff to engage in research.

3. CUSTODIAN OF POLICY

All research-related activities and policies in Chandigarh Group of Colleges, Landran are governed through the office of the Dean, **RISE (Research, Innovation, Sponsored Projects & Entrepreneurship)** Department, which functions under the Campus Director, Chandigarh Group of Colleges, Landran.

4. INITIATIVES FOR PROMOTION OF RESEARCH IN CHANDIGARH GROUP OF COLLEGES, LANDRAN

In order to meet and fulfill Research & Development objectives, Chandigarh Group of Colleges, Landran has the following initiatives, which are aimed to cultivate research and innovation driven ecosystem at campus level.

FACULTY CENTRIC

1. **Research-Driven Faculty Incentives:** Chandigarh Group of Colleges, Landran has a well-defined research policy and guidelines for faculty at all levels, wherein, besides teaching, emphasis is also placed on papers published, research scholar guidance and sponsored research and consultancy projects.
2. **Performance Award Schemes (PAS):** Chandigarh Group of Colleges, Landran has a unique policy under which faculty members are rewarded based on the following research parameters: -
 - Award of Sponsored Research and Consultancy Projects from Funding Agencies.
 - Publications of Papers/Books/Book Chapters/Case studies/SCIE/ESCI/SCOPUS/NAAS (specifically for HMCT), ABDC Journals
 - Ph.D. guidance, IP Filing and Publications.
 - Certification programs accomplished by the faculty.
3. **External Funding:** It is mandatory for each department to submit at least one Government-sponsored/industry sponsored project proposal per year.
- 3.(a) **Incentive for External Funding:** The Coordinator(s) is/are entitled to an incentive of 2% of the value of the proposal, subject to a maximum of 20,000/-, once the proposal is approved by the approving body such as AICTE, UGC, DST, DBT, ICMR, TDB, BIRAC, DSIR, NITI AAYOG, PSCST, NSDC, ICSSR, MNRE, AYUSH, NMPB, DBT-WELLCOME TRUST, MOFPI, ICAR, REGISTERED FOUNDATIONS, INDUSTRY SPONSORED GRANTS and CSR GRANTS, to name a few.
- 3.(b) **Facilitation incentive for Student/Faculty Exchange Program:** The Coordinator(s) is/are entitled to a facilitation incentive of 2%, subject to a maximum of 20,000/- for the student/faculty exchange program for study/collaborative research with foreign universities.

The applicable incentives shall be shared among the Coordinator, PI and Co-PI, as applicable, in accordance with the contribution-based ratios specified below.

- 100% in case of a single investigator (PI) / Coordinator.
- In the ratio of 60:40 in case of two investigators (PI and Co-PI), with 60% allocated to the PI and 40% to the Co-PI.
- In the ratio of 40:40:20 in case of three contributors (Coordinator, PI and Co-PI), with 40% allocated to the Coordinator, 40% to the PI and 20% to the Co-PI.

Important Note: The Coordinator, PI and Co-PI are responsible for completing the project in accordance with the thematic guidelines. They must adhere to all the best practices envisaged and comply with time-bound project completion. This has to be followed by the subsequent submission of the project report and utilization certificate to the respective funding agency. Failing to do so, this may be detrimental to the institution's reputation. As a stringent practice, disciplinary action will be taken against the Coordinator, PI and Co-PI, in addition to returning the previously disbursed incentives, or the same amount will be deducted from their salaries.

4. Publications:

4 (a) Research Publication Incentive Structure Based on Journal Quality Indicators (Quartile, Impact Factor, NAAS, and ABDC)

SCIENCE CITATION INDEX (SCI)		NAAS	ABDC	Incentive	Additional Incentive based on Quartile
Impact Factor (IF)	10 & above	10 & above	A*	15,000/-	Q1 - 5000/-
	5 – 9.9	8 – 9.9	A	12,000/-	Q2 – 3000/-
	1 – 4.9	6.5 – 7.9	B	10,000/-	Q3 - 1000/-
	Less than 1	6.01 – 6.49	C	5,000/-	Q4 - 1000/-

4 (b) Case Study Publication Incentive

The following incentive shall be applicable to case study publications:

Publisher	Incentive Amount
Harvard Business Review (HBR)	10,000/-
IVEY Business Publishing	8,000/-
Case Centre UK	5,000/-

4 (c) An incentive of 4,000/- shall be provided for each paper published in a SCOPUS/WoS/ESCI indexed journal.

Important Note applicable in case of 4(a), (b) and (c): Incentive Sharing in Case of Multiple Authors

- 100% of the applicable incentive shall be awarded in case of a single author.
- In case of more than two authors from CGC Landran, the incentive shall be divided in the ratio of 60:40, with 60% awarded to the first author and the remaining 40% divided equally among the other authors from CGC Landran.

- In case of two authors, both from Chandigarh Group of Colleges, Landran, where one is the first author and the other is the corresponding author, the applicable incentive shall be divided equally in the ratio of 50:50 between the two authors.
 - In case the first author is not from CGC Landran, 50% of the applicable incentive shall be divided equally among the co-authors from CGC Landran.
 - For a research scholar publication, the faculty supervisor/mentor from Chandigarh Group of Colleges, Landran, shall be eligible for 60% of the applicable incentive. In case the research has been supervised by more than one faculty mentor, the applicable incentive shall be divided equally among the eligible supervisors.
 - At least two citations with the affiliation of Chandigarh Group of Colleges, Landran, in the publication are mandatory for claiming the incentive.
 - In case of a single citation, 50% of the applicable incentive will be awarded.
 - If the publication does not contain a citation of Chandigarh Group of Colleges, Landran, the author shall receive only 40% of the applicable incentive. In exceptional cases, the incentive amount may be reviewed and decided by the Committee based on the merits of the publication and the justification provided by the author.
- 4 (d) For editors of SCOPUS-indexed edited books, an incentive of 10,000/- shall be provided. For authors of chapters in SCOPUS-indexed edited books, an incentive of 2,500/- per chapter shall be provided. If more than one author/editor of the chapter or edited book is from Chandigarh Group of Colleges, Landran, the applicable incentive shall be distributed equally among the eligible Chandigarh Group of Colleges, Landran authors/editors.
- For book chapters in a single book, a maximum of two chapters will be considered for incentives, with a total incentive capping of 5,000/-.
 - Two citations of Chandigarh Group of Colleges, Landran is compulsory for availing the incentives.
 - For claiming the incentive as a Book Editor, the name of the college must be mentioned on the Book Cover/ Editor Information.
- 4 (e) For publication in the Institute Journal, the faculty will be given an incentive of 1,000/-. In case of multiple authors, the incentive shall be shared equally among the authors. This incentive is separate from the research publication incentive structure.

Note: Faculty members should incorporate relevant Sustainable Development Goal (SDG) terminology and keywords into their research articles, wherever appropriate, to enhance the manuscript's quality, improve alignment with global research priorities, and increase its visibility and discoverability.

4 (f) For publications, an incentive shall be granted only if the publication includes the prescribed affiliation of Chandigarh Group of Colleges, Landran. Faculty members are advised to refer to the articles indexed under Chandigarh Group of Colleges, Landran in Google Scholar and Scopus to ensure the use of the prescribed affiliation, thereby facilitating the accurate identification, automatic capture, and retrieval of publications in relevant research databases.

e.g.

Department of, Chandigarh Engineering College-CGC, Landran, Mohali-140307, Punjab, India.

Department of, CGC College of Engineering, Chandigarh Group of Colleges, Landran, Mohali-140307, Punjab, India.

Department of, Chandigarh Business School of Administration, Chandigarh Group of Colleges, Landran, Mohali-140307, Punjab, India.

Department of, Chandigarh College of Pharmacy, Chandigarh Group of Colleges, Landran, Mohali-140307, Punjab, India.

Department of, Chandigarh College of Technology, Chandigarh Group of Colleges, Landran, Mohali-140307, Punjab, India.

Department of, Chandigarh College of Hospitality
Chandigarh Group of Colleges, Landran, Mohali-140307, Punjab, India.

*** For Institutions without Departmental categorisation, the name of College shall be considered for affiliation purposes.**

NOTE:

- Publication details are to be updated in the Google Scholar account of the respective Institute for which the proof is to be attached at the time of applying for the incentive.
- Authors are encouraged to apply for the incentives within the financial year, in which the paper is published online.

5. Professional Development Allowance (PDA): Faculty members will be given a Professional Development Allowance for attending conferences, delivering lectures and other academic activities:

5 (a) Conferences support for regular Chandigarh Group of Colleges, Landran faculty

Conference Type	Registration Fee/Travel Support	Leave Benefit	Eligibility Frequency
International /National Conference (India)	Reimbursement up to 10,000/-	Duty Leave as per College Leave Rules	Once per year
International Conference (Abroad)	Reimbursement up to 25,000/-	Duty Leave as per College Leave Rules	Once every three years

Note:

Faculty members may avail financial support either for conference registration or for the publication of a paper arising from the conference proceedings (SCOPUS indexed/ ISBN number). **Support cannot be claimed for both registration and publication expenses related to the same conference.**

- All support is subject to prior approval and compliance with the applicable institutional policies and guidelines.
- No publication incentive shall be applicable for publication in conferences organized by Chandigarh Group of Colleges, Landran.
- The conference registration fee shall be reimbursed only after the submission of the Registration/Fee receipt, Presentation Certificate and conference proceedings.

5 (b) For certificate Courses/FDP in Emerging Areas/ Indian Knowledge System, faculty members shall be granted 50% of the Course fee, with a maximum capping of 5,000/- (Registration Fee slip should be attached along with the application).

- **The regular faculty members of Chandigarh Group of Colleges, Landran shall be eligible for an incentive twice a year.**

6.IP Filing Support

6 (a) Commercialization of patent: Once the patent has been commercialised, the faculty members will receive an incentive of Rs. 20,000/- (To be shared if there is more than one regular faculty member working in Chandigarh Group of Colleges, Landran, as inventors & the main applicant is Chandigarh Group of Colleges, Landran.

6 (b) There is no maximum limit on the number of patents filed by an individual/team.

- For Copyright registration 3,000/-
- For Trademark registration 3,000/-

6 (c) For projects attaining Technology Readiness Level (TRL) 4 or above: 50,000/-

7.Travel Support: TA/DA (Only within India) can be claimed for sanctioned projects (extramural) review presentation to PI/ Co-PI (not both); as per Chandigarh Group of Colleges, Landran travel policy.

8.Consultancy: Faculty is paid 50% of the grant received under consultancy projects.

8 (a) Chandigarh Group of Colleges, Landran encourages the faculty to initiate consultancy services. It permits 50% of the consultancy remuneration to the faculty and 50% to the institute for providing infrastructure and backup support.

8 (b) In case the consultancy project is implemented in online mode, it allows 80% of the consultancy remuneration to the faculty and 20% to the institute for providing infrastructure and backup support.

8 (c) Faculty imparting consultancy/ Management Development Programme (MDP) in any company/industry shall be entitled for 80% remuneration of the total cost, and 20% shall be disbursed to the institute, given the fact that no institutional expenses are borne.

9. In every department of the institute, journal club (s) have to be formed in which every faculty has to discuss/present a PPT of a peer-reviewed/refereed research paper/article. A report in the form of a proceeding register has to be submitted by the HOD to the Director Principal / Dean R&D/ HODs / Coordinators have to ensure that each faculty presents at least one paper/case study in a semester.

10. To encourage research among the young doctoral faculty, the Institute will provide a financial appreciation incentive of 10,000/- to faculty who will receive prestigious awards from Government bodies/ Registered Societies/Trusts/Academic Institutions/ Foundations.

– **The incentive shall be applicable once every three years.**

– **At the time of applying for the incentive, the award must be verifiable through the official website or verified LinkedIn profile of the awarding agency.**

11. Summer Courses & Paid Internship: In case the summer course / paid internship is implemented offline / online, the regular faculty member shall be eligible for incentives.

- 11 (a) In case of 100% outsourcing, 80% of the total revenue is to vendor resource/person / external faculty and 20% to the institute for providing infrastructure and backup support (without purchase of additional equipment/software for the Course).
- 11 (b) In case of 100% outsourcing, 20% of the total revenue for providing infrastructure and backup support + **the cost** of purchase of equipment/software to the institute. The remaining revenue will be given to the vendor, resource/person / external faculty.
- 11 (c) In case of hybrid mode (Both external and internal), 20% of the total revenue for providing infrastructure and backup support + Cost of purchase of equipment/software to the institute. The remaining revenue will be shared by the vendor, resource/person / external faculty and internal faculty as per the workload.
- 11 (d) In case of hybrid mode (Both external and internal), 20% of the total revenue for providing infrastructure and backup support (without purchase of additional equipment/software for the Course). The remaining revenue will be shared by the vendor, resource/person / external faculty and internal faculty as per the workload.
- 11 (e) In case of 100% internal, 50% of the total revenue to the institute for providing infrastructure and backup support and the remaining 50% will be shared by the internal faculty members as per the workload.
- 12 Regular faculty members shall be eligible for 50% reimbursement of the course fee, subject to a maximum of ₹5,000/- per course, for reputed certification courses offered by NPTEL, reputed institutes, Coursera, National Instruments (NI), and other recognised industry-oriented certification providers.

A maximum of two certifications per year may be availed under this provision. Reimbursement shall be subject to prior approval of the Committee and submission of the course completion certificate and valid proof of payment.

Note: The certification program should be available online on the website of the agency/organization. The registration fee slip should be attached along with the application.

13 For membership from professional bodies/Societies (one membership/ year):

- The regular faculty having one year of working experience at Chandigarh Group of Colleges, Landran shall be eligible for 50% reimbursement of the membership fee, subject to a maximum of 5000/-
- Students will get financial assistance of upto 500/- for the Annual Membership of Technical Societies.
- The professional membership should be available online on the website of the professional bodies/societies and should be valuable for the institute's accreditations and rankings.

Chandigarh Group of Colleges

- The ultimate decision about the approval of the requested membership fee will be made by the Dean R&D and other Committee members.

13(a) For participation in Reputed National/International Competitions/ Hackathons/Conferences, students will be eligible for financial support of 5,000/- per team (Registration Fee slip should be attached along with the application). The support amount shall be determined by the Internal Committee based on the merit and relevance of the event.

13 (b) Seed research funding of up to 25,000/- per project shall be provided to students for undertaking research projects with clear objectives and achievable outcomes under the guidance of a faculty mentor. Funding support will be granted only for projects approved by the Internal Committee routed through Office of Dean R&D. The approval process will be based on the technical merit of the project proposal, the feasibility of the research plan, expected outcomes, recommendations of the faculty mentor, and justification of the proposed budget.

13 (c) It is mandatory for an M.Tech. student to communicate or publish at least one research paper/review article arising from the M.Tech. dissertation under the supervision of the faculty mentor before submission of the thesis/dissertation. Prior approval of the Dean, R&D shall be obtained before submission of the thesis/dissertation.

14 Massive Open Online Courses (MOOCs) Development: In case of Massive Open Online Courses (MOOCs) Development as per MHRD/AICTE guidelines, the regular faculty member of Chandigarh Group of Colleges, Landran; shall be eligible for incentives of 20,000/- per MOOC course.

- The content of the course should be approved by the Committee (Comprising of Domain Expert, Dean R&D, HOD and DP).
- MOOC Courses should be available online on the website of the institute and the YouTube channel of Chandigarh Group of Colleges, Landran.
- The E- Course developed should be of 45 hours of duration.

15. (a) Testing facility in CCP and CCT: In case the testing facility is coordinated by one or more regular faculty members, they shall be eligible for an incentive equivalent to **40% of the total revenue to be divided among coordinators**, while the remaining **60% shall be retained by the Institute** towards infrastructure and backup support. (without purchase of additional equipment/software).

(b) Outsourced Testing: In case testing is required to be carried out through an external facility, financial support of up to ₹20,000/- may be provided to the concerned Institute, subject to the requirement and prior approval of the competent authority.

16. The Management reserves the right to take a decision over and above the R&D policy in special cases, considering its merits and in the interest of the institute.
17. **Relaxation in Teaching Load: DP/HOD shall decide and nominate faculty members for relaxation in teaching load, based on their commitment towards quality outcome-based research and innovation with measurable outcomes such as research publications, patents, start-ups, sponsored projects, consultancy, etc.**



Chandigarh Group of Colleges

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